



EOTSS Defined Standards: Facility Planning and Timeline Considerations

WORK TO BE PERFORMED	EOTSS TIMELINE BREAKDOWN and REQUIRED LEAD TIME	NOTES
Network and WiFi - survey to install	TOTAL: 7 to 18 week lead time*	<b>*PLEASE BE ADVISED: if a fiber build is required prior to circuit installation, this timeline may increase to a total of up to 150 <u>business</u> days</b>
Network and WiFi site survey:	1 to 2 week lead time	WiFi site survey typically occurs in parallel to the circuit vendor site survey, once architectural drawings are available for review and construction begins.
Circuit installation time	30 to 90 days (once site survey approved)	runs in parallel with network and WiFi equipment acquisition
Network and WiFi equipment acquisition	2 to 4 week lead time (once site survey complete)	runs in parallel with circuit install (cabling/power)
Network and WiFi config and install:	2 to 4 week lead time (once site survey complete)	Wi-Fi installation begins once the contractor confirms cabling, cooling and power is complete and racks are ready for installation. Network switches are also installed at this time.
Schematic space plan, including wiring, circuits, electrical outlets, network jacks	1) when cable installation is 90% complete, AND 2) when cable installation is 100% complete	
End user hardware and devices - procurement to deployment	TOTAL: 3 - 5 week lead time	
Procurement	2 - 4 weeks by contract with HP	Under normal circumstances. 2 weeks for processing of order through EOTSS and 2 weeks for delivery of hardware.

Deployment preparation, including software packaging, schedule of deployment, provisioning of licenses and accounts, etc.	1 week	
Printer/multi-function device - procurement and installation (EOTSS Enterprise Print Solution)	TOTAL: 30 days	
MassVoice equipment - procurement to installation	TOTAL: 30-60 days	
Circuit/Phone Line order	30-45 days if coming from another vendor 14-21 days if coming from same vendor	<i>can be done in paralell with procurement and installation</i>
Procurement	30-45 days	<i>including design and quote process</i>
Installation	30 days	<i>portions contiguous with procurement</i>